

MEETING MINUTES
LASSEN COUNTY CHILDREN AND FAMILIES COMMISSION
Thursday, October 4, 2001

Barry Creek Meeting Center, 1345 Paul Bunyan Road, Suite B
Susanville, California

Commission Members Present: Karol Merten, Yvonne O'Neill, Janice Irvin, Betsy Elam, Patsy Jimenez, and Bobby Malone
Members Absent: Jim Chapman, and Dave Jones
Staff to the Commission: Laura J. Roberts
Visitors Present: Janet Lasick, Barbara Tiner, Tom Keeffer, Phil Perry, Jerry Abts

1. **Call to Order:** Interim Chairperson, Bobby Malone called the meeting to order at 1:40 p.m, called the meeting to order. The Chairperson welcomed all present. All members of the Commission, and visitors introduced themselves.
2. **Approval of Minutes:** The minutes of the September 6th, 2001 meeting was presented. Karol Merten moved that the minutes of September 6th, 2001 be approved as submitted. Jan Irvin seconded the motion. All other commissioners present voted to approve the minutes as submitted.
3. **Fiscal Report:** The fiscal report was given stating that we have a balance of \$915,477.72. Betsy Elam moved to approve the fiscal report, Karol Merten seconded the motion, and in was approved unanimously.
4. **Public Hearing on Annual Audit:** The annual audit completed by Bartig, Basler & Ray was presented for public hearing. The hearing was declared open by Interim Chairperson Bobby Malone. There were no questions or comments concerning the audit. Karol Merten moved that the audit be accepted as presented, Patsy Jimenez seconded the motion, and the motion passed unanimously. The hearing was declared closed by the Interim Chairperson.
5. **Public Hearing on Annual Report:** The report is not finished so this item was postponed until the November 1, 2001 meeting. It will be submitted to the State Commission by October 15, 2001 in draft format, and then modified after the public hearing in November if necessary. Final submission to the Sate Commission will occur immediately after the November 1, 2001 meeting.
6. **Letter of Intent to Participate in School Readiness Initiative and Request for Implementation Funds:** The Letter of Intent to participate in the school readiness project was

presented. It was stated that this project, if the application for funding was approved in January 2001, would bring \$400,000 over a four year period to Lassen County for school readiness centers. The Commission is required to match the funding \$.50 to \$1.00 for the first year and then \$1.00 to \$1.00 in the second, third, and fourth

MEETING MINUTES

LASSEN COUNTY CHILDREN AND FAMILIES COMMISSION

Thursday, October 4, 2001

Page Two

years. The first center would be established in Westwood. An additional \$100,000 over four years would also be received to help offset the costs of implementation of the project. Technical assistance funds are also available in the amount of \$20,000. Comments were made that this project fits well with the universal preschool mandate which is coming up for schools. It is intended that Prop 10 funds will be start up funds and that eventually ADA will be a partial source of sustainability. It was also commented that we need buy-in from the schools and that we need to meet with school administrators in October to keep this initiative moving along.

It was further stated that the School Readiness Centers would blend well with the Family Resource Center project already funded by the Commission through CompAC. Barbara Tiner, Executive Director of CompAC, already working on the Family Resource Center Grant, indicated that the Board of Directors of CompAC received a presentation from Laura Roberts concerning the School Readiness Project, and thereafter voted to accept additional responsibilities from the School Readiness Initiative should the Commission make that request. Discussion continued surrounding the allocation of additional funds for CompAC to extend their scope of work to be the lead agency in the implementation of the school readiness initiative. Laura Roberts stated that the funds already awarded to CompAC (\$70,000) as well as the funds allocated to the Compensation and Retention Project can be considered as match money for the initiative. The Commission indicated that it was a good idea to have CompAC adjust the Family Resource Center Project to include School Readiness components and be the lead agency on the entire initiative. It was suggested that Barbara Tiner and Laura Roberts work out an expanded scope of work as well as a potential estimate of costs and return in to the Commission for action.

Jan Irvin moved that the Letter of Intent be approved and submitted, Patsy Jimenez seconded the motion and the Commission voted unanimously to sign and submit the letter of intent to participate in the School Readiness Initiative.

7. **Allocation of Additional Funds for Mini Grants:** This item is postponed pending review of the mini grant form, and research and understanding of the full impact of the School Readiness Initiative on available funds. Patsy Jimenez and Betsy Elam indicated they would work with Laura to review the mini grant criteria and available funds.

8. **Consideration of Mini Grant Requests from Dearheart Day Care and Sacred Heart Preschool:** Postponed pending full understanding of financial impact of School Readiness Initiative.

MEETING MINUTES

LASSEN COUNTY CHILDREN AND FAMILIES COMMISSION

Thursday, October 4, 2001

Page Three

9. **Election of Officers :** Postponed pending complete analysis of membership status. Review of Board of Supervisors Minutes needs to take place to see if staggered terms of membership where ever enacted.
10. **Updates: Child Care Compensation and Retention Project:** The application process and forms, and advertising brochures and posters are being developed. Award letters are to be released by the State Commission on October 15, 2001. If this letter of award is received as anticipated, we should be ready to implement this project in early November.
New Parent Kit: Due to the September 11 tragedies, the release date was postponed by the State Commission until November 1.
United Way Teleconference: The "Success By Six" program was the topic of discussion on this teleconference. We don't have that program here but collaboration with United Way is still a good idea. There may be other ways to partner.
Working With Faith Based Organizations Teleconference: Cheryl Smith attended this teleconference. Many County Commissions are working with faith based organizations. Most organizations receiving funds are those that are providing direct services or day care programs to the general public. It was stated that all have provisions that prohibit a limit on participation based on religious preference. Also included in the participation agreements are provisions restricting the inclusion of religious teachings.
Santa Cruz CCAFA Meeting: Laura will be attending this meeting.
11. **Open Comment: Patsy Jimenez** commented that the Commission needs to get together in a retreat to get to know one another better. Laura stated that she will look into places for a retreat and incorporate the revision of the strategic plan into the retreat. Patsy also stated that MCAH funds have been restored so there won't be any cuts in program services. **Tom Keeffer** introduced Phil Perry, a founder of the FAS/FAE Assessment Group project. Mr. Keeffer indicated that the focus of the group will be screening and assessment of children for fetal alcohol syndrome/effect. **Yvonne O'Neill** commended that the youth that she works with have

demonstrated an increased awareness of FAS. Yvonne also indicated that Commissioners need to be sure to return their mini grant review forms so that each file is complete.

15. **Next Meeting:** The next meeting is set for November 1st, at 1:30 p.m. at the Barry Creek Meeting Center.
16. **Adjournment:** There being no further business the meeting was adjourned at 3:05 p.m.